



MINUTES

Public Works & Utilities Advisory Committee

March 20, 2019

Attendance:

Committee Members:

Mike Oakley –Chair, *At-Large*
Dale Filholm, *Supplier*
Nate Wilson, *At-Large*
Liz Hunter, *At-Large*
Lance Walker, *Contractor*

Absent: Zane Green –Vice Chair, *Engineer*
Adrienne Hahn, *Engineer*
Ken McKillop, *Contractor*

City Staff:

Joe Schoen, *City Engineer*
Ry Muzzarelli, *Development Services Director*
Steve Peterson, *Capital Projects Coordinator*
Kent Clark, *Streets Manager*
Levi Jensen, *Utility Project Manager*
Jill McCarty, *Administrative Support*

Meeting Quorum: Yes

I. Call to Order:

Meeting was called to order at 5:43 p.m. by Mike Oakley.

II. Approval of Minutes:

Liz Hunter made a motion to approve the minutes and Lance Walker seconded the motion. All were in favor.

III. Personal Appearances:

None

IV. Old Business:

A. Review of Mix Designs/Gradation Charts and/or Submittals

Dale Filholm said his company has submitted different general concrete mix designs throughout the years and they have had some mix designs not pass. Dale thought there should be a written standard on the qualifications for submittals of concrete mix designs, and the written standard should be the slump should be an inch instead of the ½ inch and air should be within 1% and not ½% of the top of the air limit. Dale usually sees limits are within 1 percent of the maximum – and the city has required within a half percent of the max limit, but not every time. Does not know what the city criteria is for the mix design submittals and would like some clarification so there isn't an issue each year.

Nate Wilson said the #30 sieve needed to be added to the gradation table in Section 02190 Aggregates. Joe Schoen thought it should be considered what WYDOT has written and requires. Mike Oakley will call WYDOT and will send out an update on information he finds out on their requirements.

B. Utility Main Separation Conflicts

Joe said after conversation with Karen Farley from the Department of Environmental Quality, the DEQ prefers what is in their standards, but the DEQ is ok with what is written in the city's specification so the wording for encasement OR flowable fill will stay how it is currently written for the time being.

C. Review/Update By-Laws

Liz Hunter will update the language in the by-laws for how long the elected positions (Chair and Vice-Chair) will be appointed, to give clearer time frames for elected members.

D. New Business:

A. Listing Anticipated Subcontractors on Bid Forms

Nate said depending on how a city project gets awarded can determine who the contractor will choose for the subcontractor, and did not think including subcontractor(s) on the bid form should happen at that time. Nate thought discussing subcontractors before the project is awarded at Council Meeting with the apparent low bidder would possibly work better.

Lance thought it could be considered for the contractor to provide a list of subcontractors within 24 hours of opening bids.

Levi Jensen said it works to list the subcontractors on the bid form on large-scale projects for checking qualifications on a subcontractor when it amounts to a large portion of the project, and listing them could be done on a project by project basis.

Joe said he will look at the wording in the city's specifications and can consider clarifying a time frame for providing a list of subcontractors for the contractors who are the apparent low bidder. Joe also said other municipalities can be contacted as well to find out how they handle it, and will see if it is information we need to include.

B. Contractor Responsible for Surveying and Quality Control Testing

Nate said he thought the contractor should be doing quality control and the owner should be doing quality assurance. Lance said with most municipalities surveying and testing is on the contractor.

Mike Oakley thought it would work well with paving, but thought dirt testing would be more of a challenge where the frequency of testing is not daily as it is for paving. Joe said it will need to be looked at in the city's specifications and verify if that could be done. Lance thought a few projects could be run with contractors handling quality control to see how it works.

C. Updated EJCDC Documents

Joe said the version of EJCDC in the current specs is dated 2002, and there are more current versions (2016 and 2018) that could be used, and wanted to know the committee's thoughts on using the more current version.

Levi thought a review of the supplementary conditions would need to be done along with the updated EJCDC.

Liz thought the more current versions were covering electronic data transfer. Joe said the updated EJCDC would be part of a specification update summary that would be emailed out to the committee for review around October.

D. Project Evaluations Surveys

Joe said he had updated samples of surveys he would send out to the committee for their review, and asked that the members also show co-workers and others to get their feedback as well. Joe said it ultimately will be the engineer, owner and contractor evaluating each other. Joe asked for any redlines of the surveys be sent to him.

E. Other Business:

Next Meeting April 17, 2019

F. Adjournment:

Meeting adjourned at 6:40 p.m.